

Appendix 1. Procedure for obtaining, installing and using the Rivers Database

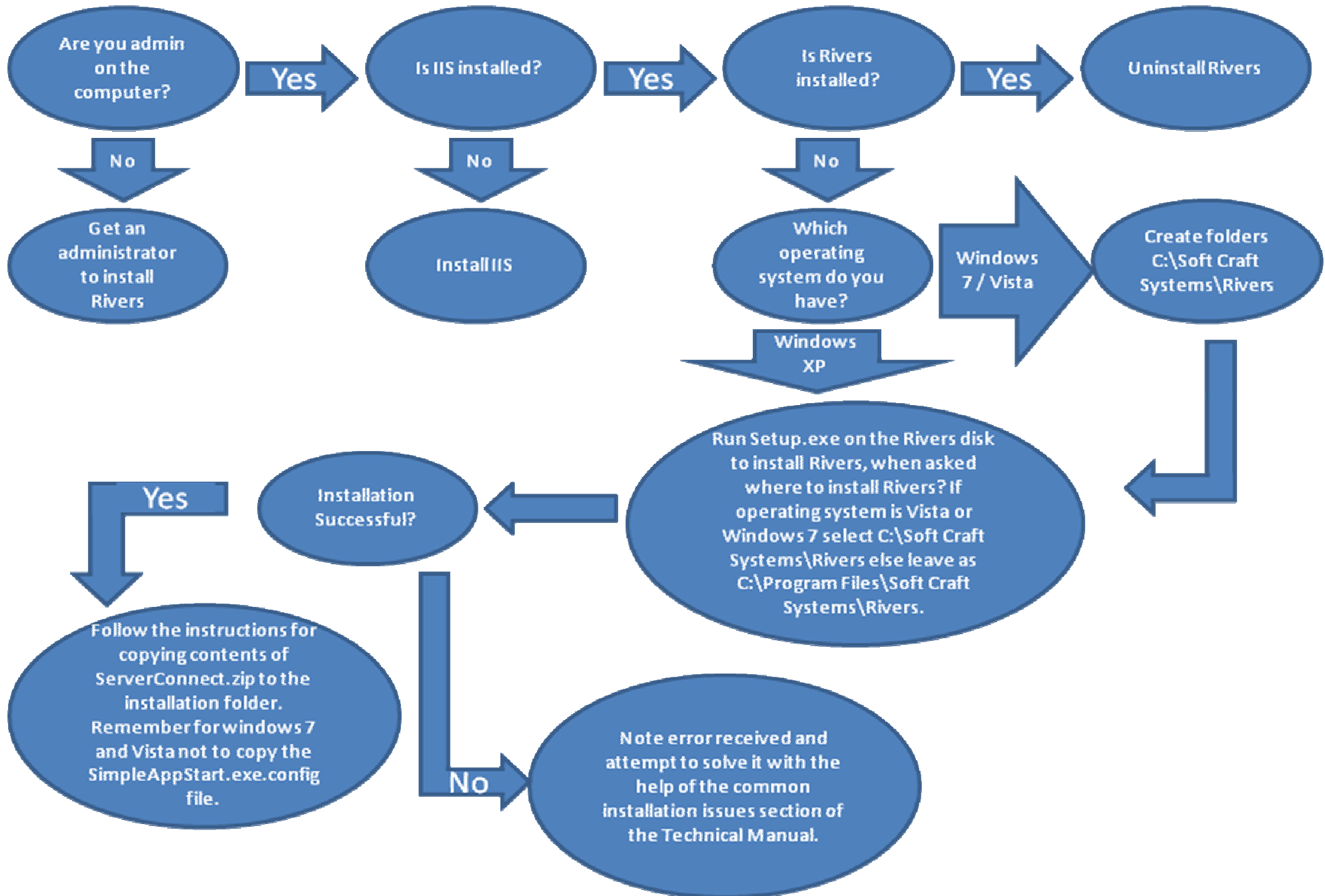
Before RHP data can be captured and stored in the Rivers Database RHP practitioners need to acquire a copy of the Rivers Database software and install the database. The process to follow is described below.

Obtaining a copy of the Rivers Database CD RHP practitioners need to contact the RHP Group at Resource Quality Services, Department of Water Affairs, (Email: rivers@dwa.gov.za, Telephone 012 808 9500,) to obtain a CD of the Rivers Database. The manual and other relevant documentation is included on the CD (Insert CD in CD Drive, “Cancel” Rivers setup wizard, Browse to the CD drive and Open/save the relevant “pdf” file).

Software and Hardware requirements The Rivers Database is a custom programme that runs within the Windows 2000, XP Professional, Windows Vista Professional and Windows 7 Professional environments. The Software and Hardware Requirements are as follows:

- Operating System: preferably Windows 2000 or Windows XP (Professional), with Service Pack 2 installed; Windows Vista; or Windows 7.
- Internet Information Server must be installed.
- Memory: minimum of 256 MB RAM.
- Software: Microsoft Office 2000 or greater.
- Minimum Screen Resolution: 1024 x 768.
- Hard Drive: 200MB free.
- Rivers Database v 3.0.6 will not run on 64-bit systems

Check list flow graph The next page contains a simple installation flow chart.



Windows XP Installation

Installing on Windows 2000 or Windows XP	<p>Before installing the Rivers application, please ensure that Service Pack 2 (SP2) has been installed and Internet Information Services (IIS) 5 (or greater) is installed on your computer.</p> <ul style="list-style-type: none">Windows XP Service Pack 2 is available as an update on the Windows website (www.microsoft.com)To install IIS on Windows 2000 or Windows XP: go to Control panel, Add or Remove programs, Add/Remove Windows Components, check the Internet Information Services checkbox and click Next. The original windows setup CD may be required to complete this task.
Installing the Rivers Database	<p>Depending on the software already installed on your computer, you may be prompted to accept various licensing agreements from Microsoft. Click 'Accept' and follow the prompts (if an error is displayed, make sure IIS is installed, as described above). In some cases, it may be necessary restart the computer during the installation process. The installation process will continue automatically following the reboot. Once the installation is complete, the 'Rivers Client', 'Rivers Server' and 'Query Master' shortcuts will be available on you desktop and in the Start menu (Start/Programs/Rivers Database 2007).</p>
Redirecting the Rivers Database to the Rivers Website	<p>A connection update needs to installed before the Rivers Database is functional. The update can be downloaded from http://www.riv.co.za/Files/ServerConnection/serverconnect.zip. The .zip file needs to be unzipped and the files extracted. It has a readme file that explains where to copy the files.</p> <p>Steps to upgrade your Rivers Server connection:</p> <ul style="list-style-type: none">Extract ServerConnect.zip to a location on your hard driveCopy the five extracted files to “C:\Program Files\Softcraft Systems\Rivers” folder. You will be prompted to overwrite existing files - this will ensure that you are copying the files to the correct location.Click on the “Rivers Server” icon on the Desktop; this will open Internet Explorer which will display the login screen to Rivers ServerYou should also run the upgrade facility (Start / Program Files / Rivers Database 2007 / Rivers Upgrade) to receive the latest updates.

Windows Vista and Windows 7 Installation

Installing on Windows Vista or Windows 7	<p>Before installing the Rivers application, please ensure that Internet Information Services (IIS) 5 (or greater) is installed on your computer.</p> <ul style="list-style-type: none">Go to 'Start', 'Control Panel', 'Programs and Features' and select 'Turn Windows features on or off' on the bar on the left hand side. In the screen that pops up, check the 'Internet Information Services' checkbox. Expand the 'Internet Information Services' node (using the plus sign) and check the 'Web Management Services' and 'World Wide Web Service'. Finally, make sure that ALL check boxes under these two options are checked.
SETTING to change for Windows 7 when installing the Rivers Database	<p>The installation shield should begin automatically when the CD is inserted into the CD drive. If it does not, browse for setup.exe on the CD. Click setup.exe to start the installation process.</p> <p>Change the Default Program Location to c:\Soft Craft Systems\Rivers from c:\program file\rivers</p>
Installing the Rivers Database	<p>Depending on the software already installed on your computer, you may be prompted to accept various licensing agreements from Microsoft. Click 'Accept' and follow the prompts (if an error is displayed, make sure IIS is installed, as described above). In some cases, it may be necessary restart the computer during the installation process. The installation process will continue automatically following the reboot.</p> <p>Once the installation is complete, the 'Rivers Client', 'Rivers Server' and 'Query Master' shortcuts will be available on you desktop and in the Start menu (Start/Programs/Rivers Database 2007).</p>

Redirecting the Rivers Database to the Rivers Website

A connection update needs to be installed before the Rivers Database is functional. The update can be downloaded from <http://www.riv.co.za/Files/ServerConnection/serverconnect.zip>. The .zip file needs to be unzipped and the files extracted. It has a readme file that explains where to copy the files.

Steps to upgrade your Rivers Server connection:

- Extract ServerConnect.zip to a location on your hard drive
- Copy the five extracted files to “C:\Softcraft Systems\Rivers” folder. You will be prompted to overwrite existing files - this will ensure that you are copying the files to the correct location.
- WINDOWS 7 ONLY: Do not copy over simpleapp.exe.conf file
- Click on the “Rivers Server” icon on the Desktop; this will open Internet Explorer which will display the login screen to Rivers Server
- You should also run the upgrade facility (Start / Program Files / Rivers Database 2007 / Rivers Upgrade) to receive the latest updates.

Registering as a “New User” on the Rivers Database website

System access is controlled via compulsory User Registration and new users need to register before being able to access either the Rivers Server (web-site) or Rivers Client (Desktop). Once registered, the user will receive a username and password that can be used to log onto both the Rivers Server and Rivers Client. To register as a new user:

- Start Rivers Server
- Click on “Click here to register as a new user”
- Complete and submit (Save) the online 'User registration form'.
- Click “Request System Access” to send an email to the Rivers Administrator.
- The Rivers database administrator will verify the user details and assign appropriate access rights to the user. The administrator will confirm the username and password that can be used to access both the Rivers Server (via the internet) and the Rivers Client on the desktop, via e-mail.
- Start the Rivers Client (Start: Programs: Rivers Database 2007: Rivers Client or click the desktop icon).

- Enter the username and password and click “OK”.

Follow the prompts on the screen to refresh your username and password from the Server and Login to the Rivers Client for the first time.

Run the Rivers Upgrade Run the upgrade facility to receive the latest updates. (Open Rivers Client, Click on Tools, “Check for updates”, Click “Yes”)

Facilitating Client-Server data transfer The River Client component of the Rivers Database is a comprehensive data structure with forms and queries that allows the user to enter detailed information about monitoring sites and sample results on his or her own computer. For data security purposes, and to allow national reporting, each user needs to regularly synchronise the local dataset with the central database, using an automatic Internet transfer procedure.

In order not to compromise government network firewalls, the central database is located on a site hosted by Web Africa on the domain www.riv.co.za. Where firewalls exist, it will be necessary for the Information Technology (IT) section or your organisation to enable file transfer.